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SAFC-4644 ✓
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MEMORANDUM FOR: Project Director of Administration
Project Contracting Officer

29 March 1956

SUBJECT : Performance of Travel in Connection with Meetings with
Suppliers and/or Contractors

1. I would appreciate being kept advised of all travel performed for the purpose of meetings with our suppliers/contractors.

2. It will be the responsibility of the Director of Administration to ensure that all travel for this purpose is coordinated with the Contracting Officer who in turn will keep me advised.

/s/
RICHARD M. NISSELL, JR.
Project Director

D:M

- 1-Dir of Admin
- 2-Contracting Offr
- 3-Dop Pro. Dir
- 4-AMS Chrono
- 5-Pro. Chrono
- 6-Pro. Reading

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